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|  | KANSAS CITY MISSOURI POLICE DEPARTMENT PERSONNEL POLICY | DATE OF ISSUE 05/24/2017 | EFFECTIVE DATE 05/24/2017 | NO. 236-3 |
| SUBJECT Policy Series 200: Employee Guidelines 236 - Outside Agency Lateral Transfer | | | AMENDS | |
| REFERENCE | | RESCINDS PPBM 236-2 | | |

***I. INTRODUCTION**

This directive establishes guidelines for law enforcement officers from other agencies who may be considered for employment on a lateral transfer basis.

***II. POLICY**

- A. Applicants must have been a full time non-probationary law enforcement officer with at least one (1) year of experience to be considered for employment.
- B. Applicants will not be considered for employment if the intended separation from their recent employer or any prior law enforcement employer is due to pending termination related to disciplinary action.
- C. Applicants must successfully complete the employment process required of all law enforcement applicants to include: Written Entrance Exam, Physical Abilities Test, Polygraph, Background Investigation, Oral Board, Physical Examination, and Psychological Evaluation.
- D. All in-state and out-of-state applicants desiring a lateral transfer must have a current Peace Officer Standards and Training (POST) Class A certification as required by the State of Missouri.

***III. GUIDELINES**

- A. The Training Division will determine, on a case by case basis, the training needs of each lateral transfer applicant.
- B. The Human Resources Division (HRD) will determine the eligibility of each lateral transfer applicant.

- C. Lateral transfers are required to successfully complete:
 - 1. A training period with a Field Training Officer identical to a law enforcement member who graduates from a full training academy.
 - 2. A six (6) month minimum probationary period to commence at the beginning of their lateral transfer training period.
- D. The beginning salary for lateral transfers will be determined by HRD and will not exceed the salary of an existing sworn member with the same uninterrupted years of service.
- E. Exceptions to this directive must be approved by the Chief of Police.

David Zimmerman
Acting Chief of Police

Adopted by the Board of Police Commissioners this ____ day of _____, 20__.

Leland Shurin
Board President

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